

**Consultant Preliminary Plan Submittal Check List**  
**(Information to be sent to Bridge Office)**

This checklist does not replace the Structure Survey Report form. It is a tool for the project development engineer to ensure a complete submittal. See front sheet of Structure Survey Report for detailed description of items. Also, see section 6.5 of Bridge Manual for further details.

<u>_____ Transmittal Letter/Memo</u>	(1 copy) Indicating items enclosed and District Contact.
<u>_____ Structure Survey Report</u>	(1 copy) Completed by consultant including all proposed structure information.
<u>_____ Small County Map</u>	(1 copy) Indicating location of structure.
<u>_____ Prelim. Roadway Plans</u>	(3 copies) Showing existing and proposed profile grade line, proposed horizontal curve data, structure location, and typical section.
<u>_____ Contour Map**</u>	(3 copies) with contours labeled, existing structure shown, north arrow, stream direction, and scale 1" = 20'. <u>Show Proposed Structure And Limits of Riprap.</u>
<u>_____ Prelim. Structure Plans</u>	(3 copies) Showing dimensions, plan views, elevation view, section through roadway and subsurface information.
<u>_____ Original Photographs</u>	(1 copy) Panoramic views upstream and downstream, existing structure, upstream and downstream structure and roadway.
<u>_____ Hydraulic Report**</u>	(1 copy) Discussion of hydraulics, design considerations and alternatives considered. See Chapter 8, appendix 8-A of Bridge Manual for example. (Disk with Hydraulic Calcs.).
<u>_____ Geotechnical Report</u>	Boring logs and foundation recommendations.
<u>_____ FEMA Floodplain Map**</u>	(1 copy) Showing location of structure.

\*\* Required only for Water Crossing Structures.